

STATE OF NEVADA



DEPARTMENT OF AGRICULTURE
NEVADA JUNIOR LIVESTOCK SHOW BOARD

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Minutes

Wednesday, April 17, 2013 at 3:00 P.M.

State Department of Agriculture

Please note: The Nevada Junior Livestock Show Board may address agenda items out of sequence to accommodate persons appearing before the Board or to aid the efficiency or effectiveness of the meeting. The Board may combine two or more agenda items for consideration; and the Board may remove an item discussion relating to an item on the agenda at any time, (NRS 241.030)

Board Members Present

Matt McKinney, Sarah Chvilicek, Bev Elston, Tonja Dressler

Board Members Absent

Andy Miller, Fritz Richards

Board Staff Present

Dennis Hellwinkel – Treasurer, Dennis Belcourt – A.G.'s Office,
Doris Hoskin – Board Assistant, Frank Chavez – Office Aide

Public Present

Lori Piccinini, Sandy Wallin, Susan Rogers

1 – Call to order, roll call of members and establish a quorum

President McKinney called the meeting to order at 3:08 P.M.. Next he conducted a roll call of members. A quorum was established.

Public Comment

None

2 – Review and Approval of Agenda

Ms. Chvilicek moved to approve, seconded by Ms. Dressler. The motion was passed

3 – Review and Approval of March 6, 2013, meeting minutes

Ms. Chvilicek moved to approved, seconded by Ms. Dressler. The motion was passed.

4 – Correspondence

Mr. Hellwinkel talked of a letter from Allison Welling asking if she could have someone sell her pig due to a conflict with her prom but the letter was sent in past the deadline. Ms. Elston moved to approve allowing it, seconded by Ms. Dressler. The motion was passed. Mr. Hellwinkel also brought up letters from the Nevada Ag Foundation. They granted \$1500.00 of the original \$1800.00 request which covers \$1000.00 for hauling and the other \$500.00 will go towards the awards brunch.

5 – Financial Report

a) Financial Update

Mr. Hellwinkel presented a trial balance and as of April 17, 2013 the ear tag sales are \$5240.00 and the entry fees that have been turned in are \$560.00. Ms. Hoskin informed the board that Bishop FFA should be sending their money soon and must pay for the 8 tags sent to them.

b) Award Donations.

The award and show donations are up from last year. Washoe Country Farm Bureau, who donated \$2,000.00 last year, has not donated any money this year. With the Ag foundation grant and the Reno City grant the show donations are doing pretty well. Ms. Elston has brought in a lot of show operation donations. The board is close to breaking even but with the drop in sale numbers it is also down in commissions. Arena signs are being sold so money is coming in from there.

c) Other

None

Ms. Chvilicek moved to receive and file the financial report, seconded by Ms. Dressler. The motion was passed.

6 – Show Aides

Ms. Hoskin informed that there are 7 applications in process and 1 may or may not be able. She has not received any other applications. The request for applications can be pulled from the website.

7 – AB-19 – State Fairgrounds Advisory Board Office Relocation

Mr. Hellwinkel stated that as of April 16, 2013 the bill has been heard by the senate and passed to a committee. AB-19 transfers the duties of the State Fairgrounds Advisory Board to the NJLS Board. There was an amendment made to create a position on the NJLS Board for a Reno Rodeo Association Member. A discussion ensued.

8 – 2013 Show

a) Photographer

Mr. McKinney received a new bid from RBM Photography. The quality of these pictures would be better than the past but at a higher expense. Everyone will have access to the photographs. Ms. Chvilicek moved to approve RBM Photography for the 2013 show, seconded by Ms. Elston. The motion passed 2-1. Mr. McKinney will inform all the photographers of the plan to go ahead with this particular photographer. Ms. Hoskin requested that next year the board put it up to bid on the website.

b) Judges Rooms

Mr. McKinney reported that there are 4 judges that need to be housed for a total of 6 nights. Ms. Chvilicek said she and Mr. Hellwinkel can work with the Grand Sierra Resort as she did last year.

c) Quality Assurance

Ms. Hoskin informed the board that the last quality assurance program was held on April 15, 2013. Ms. Chvilicek stated as soon as Andy Miller grades the test he will inform the board who passed. A discussion ensued on the people who have and have not completed it. Mr. McKinney said the last option that they have is to go online and take it for \$10.00 which is run by NCBA. Ms. Elston wanted to make sure that people cannot show if they haven't done quality assurance. Mr. Hellwinkel suggested calling the individuals who have not completed the quality assurance rather than sending them a letter so they can not say they did not know.

d) Ear Tag Numbers

Ms. Hoskin stated that 29 steers have been entered with 27 youth. 12 goats have been entered with 10 youth. 101 lambs have been entered with 87 youth. 114 tags have been sent out to pigs and she is still waiting on Bishop FFA.

e) Protocol for Checkout

Mr. McKinney reported that RLEC will lock the pig gate so the only gate open on Saturday night and Sunday morning will be the walk through gate. No animals will leave on Saturday night except rabbits. All 'live release' animals and Rabbits need to be paid for Saturday Night. If not paid for on Saturday night they will be put on a truck for harvest. Pigs load out at 5:00 AM and Sheep and Beef will load out around 6:00 – 6:30 AM on Sunday. After the auction the lambs and goats will be sorted out so they are ready to go to whatever truck they belong to. 'Live release' animals will have their own pen and the buyer can get them Sunday morning. A discussion ensued.

f) Office Equipment (Credit Card Service Fee)

Mr. Hellwinkel proposed to put a service charge on credit cards of 3% using Square.com. Ms. Chvilicek so moved, seconded by Ms. Elston. The motion was passed. The credit card fees will be posted online.

g) Topics for Orientation

Ms. Chvilicek proposed talking about rules for 'live release', protocol for checkout, and sportsmanship. Ms. Elston recommended Mr. McKinney talk of the credit card fees. Mr. McKinney noted that topics can be given to him up until the moment he talks about them.

h) Sound

Mr. Hellwinkel stated that Moon Lighting and Sound has agreed to the same contract price as last year and everything is good to go. A down payment of \$500.00 has already been made.

i) Concession Stand, Auction Meal, and Awards Brunch

Mr. Hellwinkel announced he has been in contact with Ray who would talk to the Lion's Club but has not heard back from them. He said they would go through Saturday lunch. Z-Pie is skeptical because Mr. Hellwinkel can't give them a number of people to feed. They are also concerned about being able to have fresh pies for the meal due to not having kitchen facilities on the grounds. Everyone registered as a buyer gets a ticket and there are also tickets for sale. At one point the Reno Rodeo Association offered a chuck wagon and that can be an option but might possibly be expensive. Mr. McKinney made an estimate of between 400-500 people eating. Ms. Chvilicek said the Lion's Club said they can do a better buyer's dinner. The board will research other places that can cater the buyer's dinner. Mr. Hellwinkel said the award's brunch can be just pastries, juice, coffee, milk, fruit, and other options along those lines. They should plan for 300 people total.

j) Security

Mr. McKinney said he would take care of security. There will be someone on the walkthrough gate on Saturday night.

k) Entries and Awards Applications

Ms. Hoskin is missing the Bishop FFA entries. She is processing all the other entries. A discussion ensued. Mr. Hellwinkel brought up that the achievement in record keeping is due April 25 but last year the board said they would move it to a later date. It was proposed to move it back until May 8. Ms. Chvilicek so moved, seconded by Ms. Dressler. The motion was passed. Mr. Hellwinkel also announced that there are 15 scholarship applications in and the committee will start interviewing on the Thursday morning of the show.

l) Rate of Gain Awards

Mr. Hellwinkel discussed that he received \$175.00 more from Sue Hoffman and the Nevada Ag Foundation. The updated amount is \$270.00 in donations. Rate of Gain award amount was updated to \$32.50 for first place, \$20.00 for second place, and \$15.00 for third place. Ms. Chvilicek made a motion to accept the changes, seconded by Ms. Dressler. The motion was passed. Ms. Chvilicek made a motion to award the recipients cash and have them sign a form saying they received it, seconded by Ms. Dressler. The motion was passed.

m) Other

Scales are to be set up Wednesday at 10:00 A.M. Setting up pens and the arena will be on Tuesday at 1:00 P.M. Ms. Chvilicek is working on the dance after the ice cream social. Mr. McKinney said the Angus Futurity is donating their redwood chips to be placed in certain areas in place of shavings. No dumpsters have been donated by Waste Management or Castaway yet. Mr. McKinney will call Q&D Construction for a generator. Mr. Hellwinkel said Ms. Hoskin should contact the people she wants on the auction table.

9 – Old Business

a) Foundation Report

Ms. Elston contacted everyone that was on the list and has not heard back from the majority of them. She wants to meet with the group at 3:00 PM before the auction. There is a lot of accounting and other procedures that must be done with 501C3 process. Ms. Elston talked of everything that must be done and that she would need help to get further information. A discussion ensued. Mr. Belcourt announced that he would help Ms. Elston. Ms. Elston requested the boards permission to meet with an accountant who specializes in 501C3 and would like someone to go with her. Ms. Chvilicek made a motion to authorize Ms. Elston to continue investigating the 501C3 and volunteered to help her, seconded by Ms. Dressler. The motion was passed.

b) Board Member Responsibility

Ms. Chvilicek volunteered to help Mr. McKinney update them after the show

c) Policies and Procedures

No action

d) Fundraising

The 2014 75th Anniversary chair was presented and can be ordered at the show this year. They cost about \$40.00 which includes the shipping costs. Ms. Elston moved to sell them for \$50.00, seconded by Ms. Chvilicek. The motion was passed.

Public Comment

Ms. Piccinini announced that her club has kids with conflicting schedules with the auction such as prom and state sports. Mr. Chvilicek informed her that individuals must submit a request in writing and get board approval. Ms. Piccinini also had a question involving a steer and ‘live release’.

10 – Set Date of Next Meeting

The next meeting was set for Wednesday, May 15, 2013 at 4:00 P.M.

11 – Adjournment

The meeting was adjourned at 5:02 P.M